

THE CORCORAN GALLERY OF ART

WASHINGTON, D. C. 20006

METROPOLITAN 8-3211
AREA CODE 202

January 26, 1970

Trustees
The Corcoran Gallery of Art
Washington, D.C.

Gentlemen:

As Treasurer of The Corcoran Gallery of Art, I have filed a detailed report covering the financial transactions for the calendar year 1969. This report will be submitted to our auditor.

On December 31, 1969, the book value of the investments in the Consolidated Endowment Fund, including cash awaiting investment of \$59,225.21, aggregated \$3,468,088.04. Income from investment amounted to \$172,602.82 or a yield of 4.97%. (1968 yield 5.3%).

Since the last meeting, we purchased 18 shares of Standard Oil Co. of New Jersey and 205 shares of R. J. Reynolds Co., from the Gallery Fund donations, in the amount of \$10,333.08. We also transferred \$25,000.00 from the Endowment Fund to the Gallery Fund to meet current obligations.

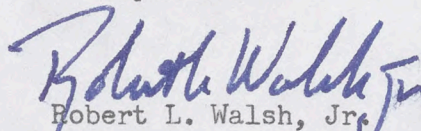
In the Gallery, which includes the Clark Wing, total expenses in 1969 exceeded the income by \$189,793.28. Budget expenses exceeded the income by \$172,497.54. The budget expenses of \$675,385.94 exceeded the budget of \$610,450 by \$64,935.91. (110.60%).

The Art School income exceeded the expenses by \$8,147.46. This covers the fiscal period September 1, 1969 through December 31, 1969.

Total cash, as of December 31, 1969, for operating expenses amounted to \$85,344.27. The Gallery Fund, cash in bank is as follows:

Gallery	\$-172,726.29
Clark Addn. Mtce.	- 49,162.25
Art School	<u>283,359.03</u>
Total Cash in Bank	\$ 61,470.39

As of the close of business December 31, 1969, The Corcoran Gallery of Art has no outstanding obligations other than current expenses.


Robert L. Walsh, Jr.
Treasurer

FINANCIAL REPORT

THE CORCORAN GALLERY OF ART

January 1, 1969 to December 31, 1969

GALLERY FUND

January 1, 1969 to December 31, 1969

Cash Balance - December 31, 1968

Cash in Bank	17,418.56
Petty Cash	<u>900.00</u>

Total Cash in Bank and Petty Cash	18,318.56
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RECEIPTS:

Admissions	23,530.30
Donations	152,284.38
Membership Contributions	92,538.97
Commissions: Art Rental Gallery	16,270.66
Artists Works of Art	502.50
Insurance Income	679.26
Mailing Charges	612.88
Net Income from Investments	108,424.77
Packing and Crating	376.00
Receipts from Exhibitions	29,068.81
Receipts from Museum Shop	29,008.21
Sale of: Concert, Film, Tickets, etc.	4,977.47
Rights and Royalties	1,648.34
Moulding, Glass, etc.	20.50
Sale of Works of Art	25,500.00
Transfer from Other Funds	59,500.00
Dupont Center Income	53,220.54
Sale of Obsolete Equipment	320.00
Refund - Travel	300.86
Refund - Group Insurance	52.81
Credit on Printing	10.00
Refund - Publicity	69.78
Income - Purchase Works of Art	2,990.00
Refund - Department of Education	245.14
Miscellaneous	<u>3,149.18</u>

605,301.36

Accounts Receivable	36,789.46
Accounts Payable	23,400.50
District Sales Tax Collected	2,152.91
Non-Budget - Jazz Concerts	<u>1,671.13</u>

TOTAL RECEIPTS

669,315.37

TOTAL

687,633.92

GALLERY FUND

January 1, 1969 to December 31, 1969

DISBURSEMENTS:

Salaries	242,431.21	
Social Security - Employers Contributions	10,918.81	
District Unemployment Compensation	926.12	
Pensions	1,200.00	
Equipment	10,610.58	
Exhibitions	188,283.93	
Entertainment and Travel	9,979.45	
Insurance - General	3,479.49	
Insurance - Group	4,919.78	
Special Projects	5,546.41	
Membership Activities	20,304.56	
Operation of the Building	29,199.97	
Postage, Telephone, etc.	13,924.21	
Printing	32,385.46	
Professional Fees	8,550.70	
Publicity	6,516.73	
Purchases of Works of Art	19,062.00	
Directors Discretionary Fund	3,000.00	
Purchases, Museum Shop	18,691.83	
Restoration of Works of Art	2,207.04	
Restoration of Frames	50.00	
Department of Education	3,228.33	
Art Rental Gallery	3,287.22	
Miscellaneous Expenses	8,020.27	
Dupont Center Expenses	80,307.90	
Restricted Donations - Deductions	35,564.43	
Membership Adjustments	370.00	
Refund- Museum Shop	41.00	
Refund - Packing and Crating	28.00	
Refund - Deposit on Painting	160.00	
Non-Budget Expenses	<u>22,780.46</u>	785,975.89
Accounts Receivable	44,532.75	
Accounts Payable	26,947.50	
District Sales Tax	<u>2,004.17</u>	

TOTAL DISBURSEMENTS 859,460.31

Cash Balance December 31, 1969 -172,726.39
Petty Cash 900.00

TOTAL 687,633.92

CLARK ADDITION MAINTENANCE FUND

January 1, 1969 to December 31, 1969

Cash Balance - December 31, 1968

Cash in Bank - Gallery Fund -11,353.01

RECEIPTS:

Income from Investments and Donations 51,526.38

TOTAL RECEIPTS 51,526.38

TOTAL 40,173.37

DISBURSEMENTS:

Salaries	71,441.87
Social Security	2,885.15
Unemployment Contributions	412.70
Equipment	1,920.00
Entertainment and Travel	144.52
Insurance - General	2,520.61
Insurance - Group	568.66
Operation of the Building	6,917.00
Postage, Telephone, etc.	1,009.51
Printing	4.85
Professional Fees	794.83
Publicity	626.97
Restoration of Works of Art	1.45
Miscellaneous Expenses	87.50

TOTAL DISBURSEMENTS 89,335.62

Cash Balance - December 31, 1969

Cash in Bank - Gallery Fund -49,162.25

TOTAL 40,173.37

ART SCHOOL FUND

January 1, 1969 to December 31, 1969

Cash in Bank - January 1, 1969	216,722.78	
Students Relief Fund	<u>569.27</u>	217,292.05

RECEIPTS:

Donations	990.01	
Tuitions: Registrations	5,680.00	
Regular	412,158.77	
Saturday Classes	48,239.50	
Summer Classes	66,270.70	
Locker Rentals	1,240.00	
Commissions on Vending Machines	899.73	
Lab Fees	24,132.75	
Commissions on Art School Store	6,937.80	
Income from Investments	14,749.18	
Students Activity Fees	1,275.00	
Income: Columbia School	6,594.68*	
Sale of Treasury Notes	122,965.69	
Students Relief Fund	500.00	
Miscellaneous Income	756.93	
Credits:		
Insurance	9.60	
Library	123.04	
Miscellaneous Expenses	<u>25.00</u>	
TOTAL RECEIPTS		<u>713,548.38</u>
TOTAL		930,840.43

*Accounts Receivable January 1, 1969 to September 1, 1969

CORCORAN SCHOOL OF ART

January 1, 1969 to December 31, 1969

DISBURSEMENTS:

Salaries:

Administration and Staff	43,819.63
Art School Staff and Students	163,401.14
Instructors	69,020.93
Maintenance	32,955.83
Maintenance	8,189.98
Models	7,105.51
Office and Library	917.40
Saturday Instructors	12,072.00
Pensions	<u>6,421.41</u>

Total Salaries

243,903.83

Social Security	14,832.35
D. U. C. B.	2,593.18
Equipment	7,761.92
Entertainment and Travel	2,913.32
Insurance - General	1,227.60
Insurance - Group	5,059.32
Special Projects	850.28
Plant Operations	67,858.01
Postage and Telephone	5,558.85
Printing	5,419.49
Professional Services	6,058.41
Public Information	3,382.30
Library	3,484.09
Miscellaneous Expenses	2,116.55
Debits to Income Accounts:	
Donations	180.00
Tuition Refunds	11,943.69
Saturday Supplies	1,364.84
Summer Tuitions Refunds and Supplies	3,894.23
Locker Refunds	8.00
Lab Fee Purchases	20,076.67
Student Activities	1,206.00
Columbia School	9,656.03

Non-Budget

3,166.75

Purchase of Treasury Bills

122,965.69

303,577.57

TOTAL DISBURSEMENTS

647,481.40

Cash in Bank - December 31, 1969
Students Relief Fund

282,289.76
1,069.27

Total Cash in Bank

283,359.03

TOTAL

930,840.43

RECAPITULATION

January 1, 1969 to December 31, 1969

Cash Balance - December 31, 1968

Cash in Bank - Gallery Fund	17,418.56
Petty Cash	900.00
Clark Addn. Mtce. Fund	-11,353.01
Art School Fund	216,722.78
Students Relief	<u>569.27</u>

Total Cash in Bank and Petty Cash

224,257.60

RECEIPTS:

Gallery Fund	606,972.49
Accounts Receivable	36,789.46
Accounts Payable	23,400.50
District Sales Tax	2,152.91
Clark Addn. Mtce. Fund	51,526.38
Art School Fund	<u>713,548.38</u>

TOTAL RECEIPTS

1,434,390.12

TOTAL

1,658,647.72

DISBURSEMENTS

Gallery Fund	785,975.89
Accounts Receivable	44,532.75
Accounts Payable	26,947.50
District Sales Tax	2,004.17
Clark Addn. Mtce. Fund	89,335.62
Art School Fund	<u>647,481.40</u>

TOTAL DISBURSEMENTS

1,596,277.33

Cash Balance - December 31, 1969

Cash in Bank - Gallery Fund	-172,726.39
Petty Cash	900.00
Clark Addn. Mtce. Fund	- 49,162.25
Art School Fund	282,289.76
Students Relief	<u>1,069.27</u>

Total Cash in Bank

62,370.39

TOTAL

1,658,647.72

CONSOLIDATED ENDOWMENT FUND

January 1, 1969 to December 31, 1969

Cash Balance -December 31, 1968

Cash in Bank - Principal	11,298.12
Cash - Trust Department	<u>20,920.52</u>

Total Cash in Bank	32,218.64
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RECEIPTS:

Interest on R. E. Notes	96,770.18
Interest on Corporate Bonds	5,610.94
Interest on U. S. Treasury Notes	3,303.12
Dividends on Stocks	66,918.58
Refund - Shipping Charge	3.00
Donations	5,309.21
Profit on Sale of Securities	48,808.12
Payments Received on R. E. Notes	199,544.66
Sale of Common Stocks	69,502.09
Sale of Bonds	24,875.00
Sale of U. S. Treasury Notes	288,780.93

TOTAL RECEIPTS	809,425.83
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TOTAL	841,644.47
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DISBURSEMENTS:

Transfer of Income	1,170,045.34
Service Charges on R. E. Notes	403.28
Supervision Fee	2,136.35
Shipping Charges on Stocks	20.85
Transfer of Donations	2,000.00
Transfer of Principal to Gallery Fund	25,000.00
Purchases: Preferred Stocks	88,097.47
Common Stocks	291,482.17
U. S. Treasury Notes	203,233.80

TOTAL DISBURSEMENTS	782,419.26
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Cash Balance - December 31, 1969

Cash in Bank - Principal	57,266.61
Cash - Trust Department	1,958.60

TOTAL	841,644.47
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ANNA E. CLARK

January 1, 1969 to December 31, 1969

Cash Balance - December 31, 1968

Cash in Bank - Income 7,629.14

Total Cash in Bank 7,629.14

RECEIPTS:

Income from Investments 6,660.68

TOTAL RECEIPTS 6,660.68

TOTAL 14,289.82

DISBURSEMENTS:

Biennial Expenses 9,000.00

TOTAL DISBURSEMENTS 9,000.00

Cash Balance - December 31, 1969

Cash in Bank - Income 5,289.82

TOTAL 14,289.82

W. A. CLARK FUND

January 1, 1969 to December 31, 1969

Cash Balance - December 31, 1968

Cash in Bank - Income 16,153.68

Total Cash in Bank 16,153.68

RECEIPTS:

Income from Investments 8,013.16

Total Receipts 8,013.16

TOTAL 24,166.84

DISBURSEMENTS:

Purchase of Works of Art 5,750.00

TOTAL DISBURSEMENTS 5,750.00

Cash Balance - December 31, 1969

Cash in Bank - Income 18,416.84

TOTAL 24,166.84

FOUR STAR BOND

SOUTHWORTH CO. U.S.A.

25% COTTON FIBER

MARY E. MAXWELL FUND

January 1, 1969 to December 31, 1969

Cash Balance - December 31, 1968

Cash in Bank - Income	284.38	
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Total Cash in Bank		284.38
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RECEIPTS:

Income from Investments	172.84	
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TOTAL RECEIPTS		172.84
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TOTAL		457.22
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DISBURSEMENTS

Purchases of Works of Art	290.00	
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TOTAL DISBURSEMENTS		290.00
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Cash Balance - December 31, 1969

Cash in Bank - Income	167.22	
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TOTAL		457.22
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Gallery of Art Development and Membership records.

Please contact the Public Services and Instruction Librarian with any questions.

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CONSOLIDATED ENDOWMENT FUND

December 31, 1969

COMMON STOCK

<u>SHARES</u>	<u>COMMON STOCK</u>	<u>RATE</u>	<u>BOOK VALUE</u>	<u>YIELD</u>
1600	Allegheny Power System	20.7524	33,203.96	2,061.00
300	Aluminum Company of America	67.9575	20,387.25	540.00
1000	American Home Products	39.0834	39,083.41	1,400.00
450	American Hospital	15.7126	7,070.69	101.25
1155	American Telephone and Telegraph	32.7961	37,879.56	3,522.75
2000	Babcock and Wilcox	38.4227	76,845.55	2,068.90
1200	Bank of America	44.5981	53,517.72	2,640.00
900	Bristol Myers	59.6188	53,646.94	1,080.00
400	Burroughs Corporation	76.9592	30,783.68	230.00
500	Carolina Power and Light Company	41.3784	20,689.19	710.00
1960	Cincinnati Gas and Electric Company	9.4585	18,538.75	2,744.00
300	Cleveland Electric Illuminating Company	12.6669	3,800.07	612.00
600	Coca Cola Company	43.1730	25,903.80	792.00
770	Consumers Power Company	16.3658	12,601.69	1,463.00
1500	Corinthian Broadcasting Company	35.1472	52,720.88	360.00
1500	R. R. Donnelly & Sons	29.4392	44,158.80	600.00
1000	Dow Chemical Corporation	78.0926	78,092.64	2,500.00
1500	Dunn & Bradstreet	45.9673	68,951.06	1,987.50
700	Eastman Kodak Company	72.3837	51,068.59	854.00
1200	Emerson Electric	50.3075	60,369.10	1,200.00
800	First National City Bank of New York	51.5640	41,251.78	1,800.00
2060	Julius Garfinckel	6.0679	12,500.00	1,730.40
500	General Electric Company	53.8369	26,917.84	1,300.00
600	General Foods Corporation	50.4438	30,267.27	1,560.00
1000	General Motors Corporation	39.5320	39,532.00	4,300.00
1200	Gulf Oil Corporation	15.7767	18,932.03	1,800.00
1000	Hanes Corporation	44.8873	44,887.38	900.00
104	International Business Machines	270.7884	28,162.00	3,369.20
750	Interantional Nickel Company of Canada	47.3253	32,549.40	900.00
400	Indianapolis Power and light Company	9.1692	3,667.38	600.00
1400	International Telephone and Telegraph	53.3737	74,723.29	1,235.00
1000	Kraft Company	14.7672	14,767.21	1,675.00
1100	Lone Star Gas Company	13.3916	14,731.16	1,232.00
1062	Marathon Oil Company	15.5368	16,503.85	1,699.20
750	May Department Stores Company	28.3429	21,257.20	1,200.00
1000	New York State Electric and Gas Corporation	28.3330	28,330.00	2,080.00
600	Niagara Mohawk Power Corporation	14.4634	8,678.00	660.00
400	Owens-Illinois Glass Company	20.1516	8,060.64	640.00

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CONSOLIDATED ENDOWMENT FUND (Continued)

<u>SHARES</u>	<u>COMMON STOCK</u>	<u>RATE</u>	<u>BOOK VALUE</u>	<u>YIELD</u>
700	Charles Pfizer and Company	69.9237	48,946.64	1,190.00
600	Philadelphia National Bank	82.2600	49,350.00	1,305.00
424	Proctor and Gamble	93.0541	39,454.96	1,102.40
205	R. J. Reynolds Company	44.8750	9,199.38	
900	A. H. Robbins Company	36.1859	65,140.73	675.00
390	Standard Oil Company of California	38.9292	15,182.39	1,013.00
1000	Standard Oil Company of New Jersey	44.7219	44,721.90	2,940.00
1240	Texaco	6.3992	7,935.11	1,922.00
500	F. W. Woolworth Company	15.1244	<u>7,562.23</u>	<u>575.00</u>
			1,542,525.30	63,569.60

PREFERRED STOCKS

<u>SHARES</u>	<u>COMPANY</u>	<u>COMPANY</u>	
700	Lier Siegler, Inc.	2.25 Conv.	41,088.81
800	Marcor, Inc.	2.00 Conv.	47,008.66
200	Washington Gas Light	4.25 Cum.	<u>20,270.00</u>
	TOTAL		108,367.47

CORPORATE BONDS

25,000	American Telephone and Telegraph	6%	25,179.50
25,000	New England Telephone and Telegraph	6%	25,242.00
25,000	Standard Oil Co. of California	5 3/4%	24,672.50
25,000	Washington Gas Light Company	6 1/4%	<u>25,157.75</u>
	TOTAL		100,251.75

GOVERNMENT SECURITIES

35,000	U. S. Treasury Notes	1/2/70	34,364.40
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CONDITION OF THE FUNDS

December 31, 1969

	FUNDS AWAITING INVESTMENT	WORKING BALANCE	TOTAL
Gallery		(171,826.39*	(172,726.39)
Clark Addn. Mtce.		(49,162.25)	(49,162.25)
Art School		<u>283,359.03</u>	<u>283,359.03</u>
*Gallery Fund: Cash in Bank and petty cash(\$900.00)		62,370.39	62,370.39
Consolidated Endowment Fund	57,266.61	-	57,266.61
Anna E. Clark Fund	-	5,289.82	5,289.82
W.A. Clark Fund	-	18,416.84	18,416.84
Mary E. Maxwell Fund	-	167.22	167.22
		<u> </u>	<u> </u>
TOTAL	57,255.61	86,244.27	143,510.88

SECURITIES

	BOOK VALUE
Real Estate Notes	1,623,353.91
Preferred Stock	108,367.47
Common Stock	1,542,525.30
U.S. Treasury Notes	34,364.40
Corporate Bonds	100,251.75
Cash in Bank	57,255.61
Cash - Trustee Department	<u>1,958.60</u>
Total Securities	3,468,088.04
Total Securities and Cash in Bank	3,610,698.92

As of the close of business on December 31, 1969, The Corcoran Gallery of Art has no outstanding obligations other than current expenses.

Robert L. Walsh, Jr.
Robert L. Walsh, Jr.
Treasurer

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B U D G E T

THE CORCORAN GALLERY OF ART
ESTIMATED INCOME
1970

	<u>1969</u>	<u>1970</u>
Net Income from investments	155,800	150,000
<u>OTHER INCOME:</u>		
Admissions	20,000	30,000
Donations	79,000	165,000
Exhibitions (does not include grants)	-	40,000
Membership contributions	85,000	100,000
Museum Shop (gross)	20,000	35,000
Commissions (Art Rental etc.)	17,000	21,000
Transfer from other funds	34,500	34,500
Flood damage recovery	-	17,000
Sundry	<u>4,000</u>	<u>4,000</u>
Total Other Income	259,500	446,500
 TOTAL INCOME	 415,300	 596,500
 ESTIMATED BUDGET	 <u>610,450</u>	 <u>779,117</u>
 DEFICIT	 195,150	 182,617

THE CORCORAN GALLERY OF ART

1970 - BUDGET

	1969 BUDGET	1970 BUDGET	GALLERY	CLARK
<u>OPERATING EXPENSES:</u>				
Equipment	10,600	11,100	9,000	2,100
Exhibitions (87,000) (net)	69,000	120,000 (gross)	120,000	
Entertainment and travel	11,000	11,000	10,000	1,000
Education Department	4,500	4,500	4,500	
Insurance - general	9,000	17,000	10,000	7,000
Insurance - group	5,000	6,000	5,000	1,000
Membership Activities	15,000	16,000	16,000	
Operation of the building	45,150	44,000	36,000	8,000
Professional services	9,500	14,300	13,300	1,000
Postage and telephone	10,000	14,000	13,000	1,000
Public information	7,500	7,500	6,500	1,000
Purchase of drawings	3,000	--		
Purchases - Museum Shop	18,000	25,000	25,000	
Printing	48,750	37,500	37,500	
Restoration of Works of Art	5,600	4,000	2,000	2,000
Special Projects	(5,000)	5,000	5,000	
Art Rental	3,000	3,000	3,000	
Sundry	4,500	4,500	4,000	500
Total	279,100	344,400	319,800	24,600
<u>SALARIES, SOCIAL SECURITY ETC.</u>				
Administrative & Staff				
(Gross 1969 271,900)				
(Gross 1970 335,517)	212,450	295,517	271,517	24,000
Guards & Maintenance:				
(Gross 1969 125,100)				
(Gross 1970 151,500)	105,100	121,500	83,000	38,500
Pensions	2,400	1,200	1,200	
Social Security	10,000	15,000	13,500	1,500
D.U.C.B.	1,500	1,500	1,300	200
Total Salaries, etc.	331,500	434,717	370,517	64,200
TOTAL ESTIMATED BUDGET	610,450	779,117	690,317	88,800

CORCORAN GRAPHICS WORKSHOP

1970 Budget

Receipts

Sales	\$30,000	
Commissions	28,000	
Miscellaneous	1,000	
Contributions	1,000	\$60,000
Corcoran Contribution		20,000
Total Receipts		<u>\$80,000</u>

Expenditures

Graphic Productions

Director's Salary	\$10,000	
2 apprentice-assistants	10,400	
Materials	6,000	
Commissions to artists.	<u>7,000</u>	\$33,400

Educational Program

3 apprentices-lecturers	\$15,000	
Materials	<u>6,000</u>	\$21,000

Overhead Expenses

Part-time wages	\$ 2,000	
Office and Miscellaneous supplies	2,600	
Miscellaneous expenses	1,000	
Contingency Fund--special materials or equipment	<u>\$ 5,000</u>	\$10,600
Building and utilities		15,000
		<u>\$80,000</u>

THE
CORCORAN
SCHOOL
OF ART

January 16, 1970

Mr. George E. Hamilton
President
The Corcoran Gallery of Art
17th Street and New York Avenue, N.W.
Washington, D. C. 20006

Dear Mr. Hamilton:

Aldie conveyed to me as Chairman of the Committee on the Art School your request for the Committee's views on supervision of the Art School even though you recognized that the newly formed Committee has had little time to gain insight into School affairs.

The purpose of this letter is to convey to you the results of the deliberation on your request in a meeting held on January 14, 1970. After listening to Aldie's presentation of the problem and after due discussion, the Committee resolved unanimously to recommend to you that Mr. Slade be appointed Dean of the Art School by February 3, 1970, vice Mr. Eugene Myers.

The Committee deliberated as to whether to offer a further comment on a possible role for Mr. Myers elsewhere in the Corcoran complex, and we resolved to leave the responsibility for this recommendation to the Executive Vice President and yourself, supporting whatever decision is made. This resolution was adopted after expression of views ranging from "his retention in any role in the Corcoran complex would perpetuate some of the problems we were seeking to solve" to "his proven administrative ability should be preserved for the benefit of the Corcoran complex."

Realizing that the decision on appointments of senior School staff, at least in the circumstances, rests with higher authority than our Committee, I requested Committee members to avoid all comment on the substance of this letter in the hope that public speculation regarding possible personnel changes could be contained until your decision is made.

I am forwarding these comments to you through Aldie.

Sincerely yours,

Carleton B. Swift
Carleton B. Swift, Jr.

Chairman

Committee on the Art School

CORCORAN GALLERY OF ART

BY-LAWS

SECTION A - BOARD OF TRUSTEES

Officers

I. The officers of the Board of Trustees of The Corcoran Gallery of Art shall be a President, Vice President, Second Vice President, Executive Vice President, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer and such other officers as may in the opinion of the Board of Trustees be necessary in the proper conduct of the Gallery and its Art School. The officers shall be elected annually by ballot at the stated meeting in January. The President, Vice-President, and the and First and Second Vice President shall be members of the Board.

The honorary position of Director Emeritus may be created by the Board of Trustees upon the retirement of a Director of the Gallery.

If for any reason there should be a failure to elect officers as herein provided, an election may be had for the unexpired part of the year at any subsequent stated meeting, or at any special meeting to be called for that purpose. On any failure to elect officers, the then existing officers of the Board of Trustees shall continue to serve until their successors are duly chosen.

Meetings

II. There shall be four stated meetings of the Board of Trustees in each year, which shall be held on the last Monday in January, April, July and October. The annual meeting shall be held at the stated meeting on the last Monday in January [] in each year. All meetings shall be held at the Gallery, except when some other place is agreed upon by the Board. The President (or, in his absence, the Vice President, or, in the absence of both the President and the Vice President, the Second Vice President) may either advance or postpone any meeting if, in his judgment, it should be found desirable to do so.

[Special Meetings]

The President, or in his absence a Vice President, may call a special meeting of the Board of Trustees. Upon the request of three Trustees, the Secretary shall call a special meeting. The object of the meeting shall be stated in the call, and no other business shall be transacted without the unanimous consent of the members present.

In case of the absence or inability to act of the President, the Vice President and the Second Vice President, the Secretary [] or any member may call the meeting to

order, and the Trustees shall then elect one of its members to act as President pro tempore.

Duties of Officers

The President

III. The duties of the President shall be to preside at all meetings of the Board of Trustees and decide points of order without debate, except on appeal; to appoint, unless otherwise ordered, all standing and special committees of the Board of Trustees and to perform such other duties as may be devolved upon him by the Board of Trustees. He shall be a member ex officio of all Committees of the Trustees.

The Vice President

IV. The Vice President shall perform all the duties of the President during the absence or inability to act of that officer.

The Second Vice President

V. The Second Vice President shall perform all the duties of the President and Vice President, during the absence or inability to act of these officers.

The Executive Vice President

VI. The Executive Vice President shall be the representative of the Trustees in the management of the Gallery and the Art School. He shall prescribe the duties of the Director of the Gallery and the Dean of the Art School, who shall report to him. He shall be a member ex officio of all Committees of the Trustees, except the Executive Committee. He shall be a member of and Chairman of the Board of Governors.

The Secretary

VII. The Secretary, under the general direction of the Board of Trustees, shall have charge of all records of the Corporation and send or cause to be sent, all notices of meeting, election and appointment. He shall have the custody of the seal of the Corporation.

In the absence or disability of the Secretary, or at his direction, the Assistant Secretary shall perform the duties of the Secretary.

The Treasurer

VIII. The Treasurer shall receipt for all monies belonging to the Corporation deposited with him, and shall place the same to its credit in a depository approved by the Board of Trustees.

He shall receive all bills presented to him and shall make payment of same after he has determined that they are valid obligations of the Corporation.

He shall have the custody of the securities of the Corporation, and, subject to the approval of the Investment Committee, the care, management, purchase and sale of the same.

He shall keep an account of all receipts and expenditures, and shall make a report of the financial condition of the Corporation at each annual meeting. This report shall be referred to the Gallery's auditors for audit. He shall make reports at other stated meetings as may be determined by the Trustees.

In the absence or disability of the Treasurer, or at his direction, the Assistant Treasurer shall perform the duties of the Treasurer.

The Treasurer, or the Assistant Treasurer, shall, if required by the Trustees, give bond for the faithful performance of his duties.

SECTION B - BOARD OF GOVERNORS

I. The Board of Trustees shall elect not less than fifteen (15) nor more than thirty (30) individuals to constitute the Board of Governors of the Corcoran Gallery of Art. The Board of Governors shall at all times act as agents of the Trustees in carrying out the trusts, intents, uses and purposes of the Deed of Gift. The first one-third [five] elected shall serve for terms of one year; the second third [five] for terms of two years; and the balance for terms of three years. [Additional members of the Board may be elected by the Trustees for terms of three years.] Upon the expiration of the original terms the Board of Governors shall thereafter recommend to the Trustees individuals to fill the vacancies, who shall each serve for three-year terms.

Meetings

II. The Board of Governors shall meet on the first [second] Monday of February, [January] May, [April] August [July] and November [and October]. The annual meeting shall be the regular meeting in the month of February [January]. Special meetings may be called by the Chairman or on the request of five members of the Board. The object of a special meeting shall be stated in the call, and no other business shall be transacted without the unanimous consent of the members present. A quorum at a regular or special meeting shall consist of a majority of the members of the Board.

Officers

The Chairman

III. The Executive Vice President shall be Chairman ex officio of the Board of Governors. At the first regular meeting of each year or at the annual meeting, the Board shall elect a Vice Chairman and a Secretary. The Chairman shall recommend to the President Board members to serve on the various standing and special committees of the Trustees, assign Board members to committees of the Board of Governors and submit all reports and recommendations of the Board of Governors to the Trustees.

The Chairman may appoint such Special Committees from time to time as may be necessary. He shall also designate the individuals who shall act as Chairmen of all committees of the Board of Governors. The Committees shall from time to time as may be necessary report their actions to the Board of Governors.

The Vice Chairman

IV. The Vice Chairman shall perform all the Board of Governors duties of the Chairman during the absence or inability to act of that officer.

The Secretary

V. The Secretary shall attend all meetings of the Board and shall keep a true and complete record of the proceedings of these meetings. He shall be custodian of the records of the Board and shall attend to the giving of all notices and shall perform such other duties as the Board of Governors may prescribe.

SECTION C - COMMITTEES

Standing Committees of the Board of Trustees

I. There shall be an Executive Committee of the Board of Trustees to consist of the President, First Vice President, Second Vice President and Chairman of the Investment Committee and. The the remaining Trustees shall be ex officio alternate members of the Executive Committee and. In in the absence of any regular member of the Executive Committee, any alternate member may be called by the President to serve in the place of such absent regular member. The said Committee, during the intervals between the regular meetings of the Trustees, shall possess and exercise all of its functions, except as to such matters the consideration of which may be prohibited by the said Trustees, provided that full reports of all actions taken shall be made at its next succeeding stated regular meeting. A quorum of the said Committee shall consist of three members.

II. There shall be an Investment Committee composed solely of and consisting of not less than three Trustees. It shall have the general supervision of the fiscal affairs of the Corporation, and shall have charge of, invest and reinvest all funds of the Gallery and its departments, including the authority for the purchase and sale of stocks, bonds, and other securities. It shall make to the Trustees a report of its transactions whenever such a report (as an addition or supplement to the semi-annual reports of the Treasurer) may be necessary and called for.

III. There shall be a Committee on Works of Art to be composed of two Trustees and not less than three (3) members of the Board of Governors who shall direct the admission of all works of art owned or on exhibition, and shall exercise general supervision over the Galleries. All applications for the admission of works of art, either for exhibition, as gifts or for purchase or sale, shall be referred to this Committee. The said Committee is empowered to purchase works of art for the Gallery under authority given it by the Trustees. It is also empowered to arrange for all special exhibitions, and to secure, whenever it so desires, the advice and guidance of any experts or professional advisers in whose judgment and knowledge the Committee has confidence. It shall in general advise the Director of the Gallery.

IV. There shall be a Committee on the Art School to be composed of two Trustees and not less than three (3) members of the Board of Governors who shall be responsible for the organization, operation and curriculum for art instruction of the Art School. It will advise the Dean of the Art School in the conduct of the School.

V. There shall be a Committee on [the] Buildings to be composed of two Trustees and not less than three (3) members of the Board of Governors. It will advise on the care and management of [the] buildings and of all the permanent fixtures and furniture thereto belonging, and of all repairs, alterations, and improvements.

VI. There shall be a Finance Committee composed of two Trustees and not less than three (3) members of the Board of Governors. This Committee will keep under continuous review the financial resources of the Gallery and the School and advise the Trustees and the Board of Governors as to the sources to provide the funds necessary for the proper conduct of the affairs of the Gallery and the School.

VII. The President may appoint such other Committees as he may deem appropriate in the interests of the Gallery.

VIII. All standing committees shall be appointed at the annual meeting of the Board of Trustees [Governors], or as soon thereafter as practicable. These committees shall, from time to time as may be necessary, report their actions to the Board of Trustees [Governors].

Standing Committees of the Board of Governors

IX. There shall be an Executive Committee of the Board of Governors to consist of the Executive Vice President, the Vice Chairman and not less than three (3) other members elected by the Board, and the remaining members of the Board of Governors shall be ex officio alternate members of the Executive Committee [and]. In [in] the absence of any regular member of the Executive Committee, any alternate member may be called by the Chairman to serve in the place of such absent regular member. The said Committee, during the intervals between the regular meetings of the Board of Governors, shall possess and exercise all of its functions, except as to such matters the consideration of which may be prohibited by the said Board, provided that full reports of all actions taken shall be made at its next succeeding regular meeting of the Board. A quorum of the said Committee shall consist of three (3) members.

SECTION D - DIRECTOR AND DEAN OF THE ART SCHOOL

Director of the Gallery

I. The Director of the Gallery, subject to the Committee on Works of Art, shall have charge of receipt, removal, arrangement and preservation of all works of art, and will perform such other duties as may be determined by the Trustees or by the Executive Vice President. He shall report to the Executive Vice President. He shall be a member ex officio of the Committee on Works of Art and the Committee on Buildings.

Dean of the Art School

II. The Dean of the Art School, subject to the Committee on the Art School, shall have charge and direction of the Art School, its faculty and its staff, and will perform such other duties as may be determined by the Trustees or by the Executive Vice President. He shall report to the Executive Vice President. He shall be a member ex officio of the Committee on the Art School and the Committee on Buildings.

SECTION E - AMENDMENTS

I. No amendment to these By-Laws shall be made unless presented in writing at a stated meeting, and receive at a subsequent stated meeting or a subsequent special meeting to be called for its consideration, the vote of two-thirds of all the members of the Board of Trustees.

All prior By-Laws shall be, and the same are hereby repealed.

RESOLUTION OF TRUSTEES OF THE CORCORAN GALLERY
OF ART AUTHORIZING THE FILING OF AN APPLICATION
FOR URBAN RENEWAL DEMONSTRATION GRANT

WHEREAS the Secretary of the Department of Housing and Urban Development is authorized under Section 314 of the Housing Act of 1954, as amended, to make urban renewal demonstration grants to assist public bodies in developing, testing, and reporting methods and techniques, and carrying out demonstrations and other activities for prevention and elimination of slums and blight; and

WHEREAS it is in the public interest that the Trustees of the Corcoran Gallery of Art avail itself of this financial assistance to carry out the urban renewal demonstration project generally described as Catalog for the Paolo Soleri Exhibition.

WHEREAS it is recognized that the Federal contract for such financial assistance pursuant to said Section 314 will impose certain obligations and responsibilities upon the Trustees of the Corcoran Gallery of Art and will require among other things the provision by it of the local share of project cost and other local obligations and responsibilities in connection with the undertaking and carrying out of the project; and

WHEREAS Title VI of the Civil Rights Act of 1964, and the regulations of the Department of Housing and Urban Development effectuating that Title, provide that no person shall be discriminated against because of race, color, or national origin in the carrying out of the urban renewal demonstration project:

Continued

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CORCORAN GALLERY OF ART, That the filing of an application on behalf of the Trustees of the Corcoran Gallery of Art for an urban renewal demonstration grant under said Section 314 in the amount of Ten Thousand Dollars (\$10,000.00) for undertaking and financing the project is hereby approved, that the United States of America and the Department of Housing and Urban Development be, and they hereby are, assured of full compliance by the Trustees of the Corcoran Gallery of Art with the regulations of the Department of Housing and Urban Development effectuating Title VI of the Civil Rights Act of 1964, and that the Executive Vice President is hereby authorized and directed to execute and to file such application with the Department of Housing and Urban Development, to provide additional information and to furnish such documents as may be required by said Department, to execute such contracts as are required by said Department, and to act as its authorized correspondent.

FAULKNER, FRYER & VANDERPOOL • ARCHITECTS



2000 L Street, N.W. Washington, D.C. 20036 Telephone 659-3990

January 23, 1970

Mr. Aldus H. Chapin
Executive Vice President of Trustees
The Corcoran Gallery of Art
17th Street & New York Avenue, N. W.
Washington, D. C. 20006

Re: The Corcoran Gallery of Art
Updating of Architectural Report of 1967

Dear Mr. Chapin:

In reply to your telephone call of January Twenty Second with regard to the updating of the Architectural Report of 1967, we are pleased to make the following proposal.

On the assumption that this revision will not involve, as you implied, a completely new concept of remodeling, we suggest that we be allowed to charge on the basis of our payroll cost (and those of our Engineers) multiplied by a factor of 2-1/2, with a top limit of \$4,800. It is our opinion that our actual costs will be below this limit as they were in our original report, but we cannot guarantee it. Since we do not know the number of copies you may wish to have for distribution, we suggest that the cost of printing and binding of this report not be made a part of this proposal.

If you wish to discuss this proposal in more detail, we would be glad to go over it with you at any time.

Sincerely yours,

Wynant D. Vanderpool, Jr.

WDV/vim

Avery C. Faulkner, A.I.A. Frederick L. Fryer, A.I.A. Wynant D. Vanderpool, Jr., A.I.A.
Joseph A. Guarraia, A.I.A. Robert L. Nolte, A.I.A. Wallace J. Nichols, A.I.A. George B. Dolby, A.I.A.
John A. Lesire, A.I.A. James P. Marshall, F.A.S.C.E.

\$20,300

DAVID SMITH SHOW

EXPENSES:

1969

Express	307.52
Postage and Telephone	444.03
Printing	2,607.98
Installation	3,413.43
Salaries and Overtime	43.13
Photographs	153.00
Preview	3,317.51
Miscellaneous	52.15
Fee	<u>20,000.00</u>

TOTAL EXPENSES

30,338.75

INCOME:

Sale of Catalogues	1,689.77
Bar Contributions	<u>160.78</u>

TOTAL INCOME

1,850.55

EXCESS EXPENSES OVER INCOME

28,488.20

1970

176.15
28,664.65

31ST BIENNIAL EXHIBITION

EXPENSES:

	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Express		11,607.82	11,607.82
Packing		105.50	105.50
Insurance	1.80		1.80
Travel	1,828.47	2,267.57	4,096.04
Postage and Telephone	104.40	667.80	772.20
Printing	21.25	15,143.45	15,164.70
Installation		5,889.49	5,889.49
Salaries and Overtime		1,059.06	1,059.06
Photographs	46.35	771.09	817.44
Preview		702.66	702.66
Publicity		26.50	26.50
Transfer	1,997.73	136.10	2,133.83
Other		76.00	76.00
TOTAL EXPENSES . . .	4,000.00	38,453.04	42,453.04

INCOME:

Sale of Catalogues		1,820.80	
Sale of Miscellaneous		<u>23.32</u>	
TOTAL INCOME . . .			<u>1,844.12</u>
EXCESS EXPENSES OVER INCOME . . .			40,608.92

Anna E. Clark Fund

1968
1969

4,000.00
9,000.00

13,000.00

27,608.92

BILLY AL HENGSTON EXHIBITION

EXPENSES:

1969

Express	147.80
Entertainment and Travel	365.90
Postage and Telephone	3.30
Printing	17.25
Installation	355.34
Salaries and Overtime	172.18
Photographs	63.50
Preview	208.02
Fee	4,000.00
Miscellaneous	<u>650.00</u>

TOTAL EXPENSES

5,983.29

CHILDREN IMAGINATION EXHIBITIONS

<u>EXPENSES:</u>	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Printing	136.25	6.99	143.24
Photographs		72.10	72.10
Salaries and Overtime	<u>58.50</u>	<u> </u>	<u>58.50</u>
	194.75	79.09	273.84

COMIE SHOW

EXPENSES:

1969

Travel	114.00
Postage and Telephone	19.90
Printing	641.63
Installation	157.37
Salaries and Overtime	359.31
Photographs	159.40
Preview	35.79
Miscellaneous	<u>395.62</u>

TOTAL EXPENSES

1,883.02

WILLIAM DUTTERER EXHIBITIONS

EXPENSES:

1969

Express	24.00
Postage and Telephone	7.40
Printing	1,020.13
Installation	471.81
Salaries and Overtime	194.58
Preview	35.79
Miscellaneous	<u>22.00</u>

TOTAL EXPENSES

1,775.71

THOMAS EAKINS EXHIBITIONS

EXPENSES:	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Crating		31.71	31.71
Express		1,660.39	1,660.39
Insurance		1,504.65	1,504.65
Installation		246.14	246.14
Salaries and Overtime		285.27	285.27
Photographs	16.00	537.40	553.40
Postage and Telephone		231.14	231.14
Preview		282.80	282.80
Printing		4,754.00	4,754.00
Travel and Entertainment	373.40	1,443.35	1,816.75
Equipment		<u>29.48</u>	<u>29.48</u>
TOTAL EXPENSES	389.40	11,006.33	11,395.73
INCOME:			
Travel Returns		57.60	
Bar Contributions		92.01	
Sale of Catalogues		<u>61.25</u>	
TOTAL INCOME			<u>210.86</u>
EXCESS OF EXPENSES OVER INCOME			11,184.87

"HAIRY WHO" EXHIBITIONS

EXPENSES:

1969

Express	1,321.42
Printing	2,413.50
Installation	887.73
Salaries and Overtime	147.26
Photographs	153.50
Preview	<u>81.87</u>

TOTAL EXPENSES

5,005.28

JAZZ EXHIBITIONS

EXPENSES:

1969

Printing	200.00
Installation	283.77
Salaries and Overtime	214.56
Equipment	76.26
Entertainment	612.50
Rental	<u>67.50</u>

TOTAL EXPENSES

1,454.59

JOSEF KARSH EXHIBITIONS

EXPENSES:

1969

Entertainment and Travel	208.82
Express	9.79
Installation	276.63
Overtime	188.78
Photographs	86.00
Postage and Telephone	49.42
Printing	2,985.30
Publicity	<u>20.55</u>

TOTAL EXPENSES

3,819.29

INCOME:

Sale of Catalogues

671.00

EXCESS EXPENSES OVER INCOME

3,148.29

GEORGE LEE EXHIBITIONS

EXPENSES:

1969

Entertainment and Travel	186.81
Postage and Telephone	24.09
Printing	2,295.94
Installation	411.57
Miscellaneous	<u>13.79</u>

TOTAL EXPENSES

2,932.20

INCOME:

Sale of Catalogues

31.00

EXCESS EXPENSES OVER INCOME

2,901.20

GILLIAN KREBS AND MCGOWIN EXHIBITIONS

EXPENSES:

1969

Installation	5,578.62
Photographs	830.98
Express	497.89
Entertainment	263.00
Publicity	107.06
Printing	224.00
Preview	88.74
Telephone and Postage	100.69
Payroll	553.07
Miscellaneous	<u>4.40</u>

TOTAL EXPENSES

8,248.45

INCOME:

Bar Contributions	170.00
Sale of Catalogues	<u>47.18</u>

TOTAL INCOME

217.18

EXCESS EXPENSES OVER INCOME

8,031.27

GRAPHICS SHOW

EXPENSES:

1969

Travel

42.60

GENRE EXHIBITIONS

<u>EXPENSES:</u>	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Express			
Packing		1.35	1.35
Entertainment and Travel	494.15	927.54	1,421.69
Postage and Telephone	7.65	57.46	65.11
Printing		74.00	74.00
Photographs	245.11	545.35	790.46
Miscellaneous	<u> </u>	<u>18.21</u>	<u>18.21</u>
TOTAL EXPENSES	746.91	1,623.91	2,370.82
 INCOME:			
Travel Receipt		64.25	<u>64.25</u>
EXCESS EXPENSES OVER INCOME			2,306.57

LEIBERMAN EXHIBITIONS

EXPENSES:

1969

Entertainment and Travel

642.62

Postage and Telephone

8.80

TOTAL EXPENSES

651.42

INCOME:

Travel Receipt

3.35

EXCESS EXPENSES OVER INCOME

648.07

LOCAL ARTISTS EXHIBITIONS

EXPENSES:

1969

Berkowitz	3,931.92
Bluhm	5,379.96
Downey	1,047.77
Hara	135.00
Four Young Artists	<u>35.00</u>

TOTAL EXPENSES

10,529.65

INCOME:

Berkowitz	69.00
Bluhm	<u>2,273.98</u>

TOTAL INCOME

2,342.98

EXCESS EXPENSES OVER INCOME

\$,186.67

McLAUGHLIN EXHIBITIONS

EXPENSES:

	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Entertainment and Travel	500.00	41.38	541.38
Express	1,556.25	593.52	2,149.77
Insurance	58.00	11.95	69.95
Installation	66.00		66.00
Postage and Telephone	170.15	20.50	190.65
Photographs	445.75		445.75
Printing	4,514.00	95.90	4,609.90
Preview	<u>717.70</u>		<u>717.70</u>
TOTAL EXPENSES	8,027.85	763.25	8,791.10

INCOME:

Sale of Catalogues	49.00	7.50	
TOTAL INCOME			<u>56.50</u>
EXCESS EXPENSE OVER INCOME			8,734.60

MELZAC COLLECTION

EXPENSES:

1969

Freight

90.00

MISCELLANEOUS EXHIBITIONS

<u>EXPENSES:</u>	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Express	164.97	1,928.60	2,093.57
Crating	125.00	141.03	266.03
Insurance	84.69		84.69
Travel	495.15	202.63	697.78
Postage and Telephone	25.55	6.90	32.45
Printing	280.11	449.46	729.57
Installation	209.92	80.89	290.81
Salary	16.86	390.76	407.62
Photographs	305.40	316.60	622.00
Miscellaneous	<u>211.30</u>	<u>297.36</u>	<u>508.66</u>
TOTAL EXPENSES	1,918.95	3,814.23	5,733.18
 <u>INCOME:</u>			
Florida A & M University	150.00		
Ferris State College	200.00		
Longwood College		125.00	
Illinois State University	<u> </u>	<u>150.00</u>	
	350.00	275.00	
 TOTAL INCOME			<u>625.00</u>
 EXCESS EXPENSES OVER INCOME			5,108.18

MORRIS EXHIBITIONS

EXPENSES:

1969

Entertainment and Travel	292.37
Express	284.06
Customs	81.66
Installation	3,979.65
Packing	140.00
Photographs	185.49
Postage and Telephone	226.85
Preview	701.92
Printing	435.87
Salaries and Overtime	1,134.89
Miscellaneous	<u>35.05</u>

TOTAL EXPENSES

10,061.81

INCOME:

Bar Contributions

133.50

EXCESS EXPENSES OVER INCOME

9,928.31

MOYENS EXHIBITIONS

EXPENSES:

1969

Express	265.45
Travel	48.31
Installation	76.76
Salaries and Overtime	76.87
Photographs	401.40
Preview	167.83
Miscellaneous	3.66
Publicity	<u>11.15</u>

TOTAL EXPENSES

1,051.43

PATCHEN EXHIBITIONS

EXPENSES:

1969

Express	298.84
Crating	96.27
Postage and Telephone	47.01
Entertainment and Travel	474.53
Miscellaneous	<u>602.43</u>

TOTAL EXPENSES

1,519.08

PAST AND PRESENT VOLUME II

EXPENSES:	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Insurance	27.65		27.65
Photographs	1.00	15.40	16.40
Postage and Telephone	<u> </u>	<u>2.80</u>	<u>2.80</u>
TOTAL EXPENSES	28.65	18.20	46.85
INCOME:			
Sale of Catalogues	792.00	111.00	<u>903.00</u>
EXCESS INCOME OVER EXPENSES			856.15

PHOTOGRAPHY EXHIBITIONS

<u>EXPENSES:</u>	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Travel	72.38		72.38
Postage and Telephone	63.00		63.00
Printing	131.50	83.83	215.33
Installation	12.80	978.02	990.82
Salaries and Overtime	58.63	433.95	492.58
Preview	77.92	335.50	413.42
Photographs		359.17	359.17
Equipment		33.43	33.43
Miscellaneous		<u>25.84</u>	<u>25.84</u>
 TOTAL EXPENSES	 416.23	 2,249.74	 2,665.97

SWEDISH EXHIBITIONS

EXPENSES:	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Express	3,001.80	2,444.38	5,446.18
Entertainment and Travel	410.37		410.37
Postage and Telephone	156.00		156.00
Printing	2,009.50		2,009.50
Installation	26.29		26.29
Salaries and Overtime	178.55		178.55
Customs	76.16	41.00	117.16
Photographs	213.20		213.20
Miscellaneous	<u>6.50</u>	<u> </u>	<u>6.50</u>
TOTAL EXPENSES	6,078.37	2,485.38	8,563.75
INCOME:			
Sale of Catalogues	325.00	15.00	
Rental Fees	<u>7,750.00</u>	<u>7,985.00</u>	
TOTAL INCOME	8,075.00	8,000.00	<u>16,075.00</u>
EXCESS INCOME OVER EXPENSES			7,511.25

PAUL SARKISIAN EXHIBITIONS

EXPENSES:

1969

Express	1,019.38
Packing	29.25
Insurance	19.50
Travel	248.37
Printing	1,293.83
Installation	175.48
Salaries and Overtime	185.06
Photographs	51.50
Preview	280.75
Entertainment	<u>181.12</u>

TOTAL EXPENSES

3,484.24

SEREDIPITY

EXPENSES:

1969

Express	2,102.34
Travel	241.86
Postage and Telephone	105.96
Printing	1,371.49
Installation	5,507.82
Salaries and Overtime	896.55
Photographs	118.00
Transfer	4.00
Preview	441.68
Equipment	259.45
Entertainment	98.14
Miscellaneous	<u>122.07</u>

TOTAL EXPENSES

11,269.36

11,269.36

INCOME:

Sale of Catalogues	23.30
Donations	130.00
Palace of Arts and Sciences	2,000.00
Express Refund	<u>478.50</u>

TOTAL INCOME

2,631.80

2,631.80

EXCESS EXPENSES OVER INCOME

8,637.56

SHANNON EXHIBITIONS

TOTAL EXPENSES

3,090.13

INCOME:

Bar Contributions
Sale of Catalogues

130.58
58.85

TOTAL INCOME

189.43

EXCESS EXPENSES OVER INCOME

2,9

2,900.70

PAOLO SOLERI EXHIBITIONS

EXPENSES:	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Entertainment and Travel	200.00	5,044.48	5,244.48
Express		272.61	272.61
Postage and Telephone		203.26	203.26
Publicity		550.08	550.08
Soleri		36,000.00	36,000.00
Miscellaneous		<u>45.00</u>	
TOTAL EXPENSES	200.00	42,115.43	42,315.43
INCOME:			
Adjustment (M. Domit)		11.80	<u>11.80</u>
EXCESS EXPENSES OVER INCOME			42,303.63

JOHN STORRS EXHIBITIONS

EXPENSES:	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Preview		282.80	282.80
Photographs		568.00	568.00
Packing		117.12	117.12
Express		1,819.59	1,819.59
Postage and Telephone		136.01	136.01
Entertainment and Travel	131.00	730.20	861.20
Installation		195.43	195.43
Salaries and Overtime		67.23	67.23
Printing		134.55	134.55
Miscellaneous		<u>162.35</u>	<u>162.35</u>
TOTAL EXPENSES . . .	131.00	4,213.28	4,344.28
INCOME:			
Bar Contributions		92.01	<u>92.01</u>
EXCESS EXPENSES OVER INCOME			4,252.27

VIENNA SCHOOL OF FANTASTIC REALISM

<u>EXPENSES:</u>	<u>1968</u>	<u>1969</u>	<u>TOTAL</u>
Express		110.00	110.00
Postage and Telephone	35.00		35.00
Printing	147.50	253.75	401.25
Installation	8.82	7.50	16.32
Salaries and Overtime	128.40	32.00	160.40
Preview	<u>289.30</u>	<u>15.00</u>	<u>304.30</u>
 TOTAL EXPENSES	 609.02	 418.25	 1,027.27

WILFRED EXHIBITIONS

EXPENSES:

1969

Travel

125.00

THE CORCORAN GALLERY OF ART

DUPONT CENTER

	Oct. 1, 1968 thru Dec. 31, 1968	Jan. 1, 1969 thru June 30, 1969	TOTAL
EXPENSES:			
Equipment		488.00 ✓	488.00
Mortgage	1,650.00	3,850.00 ✓	5,500.00
Plant Operation	1,666.25	4,602.20 ✓	6,268.45
Publicity	169.50		169.50
Purchases - Sales Desk		1,136.53 ✓	1,136.53
Printing	142.60	520.00 ✓	662.60
Taxes		1,257.30 ✓	1,257.30
Postage, Telephone, Etc.	790.87	2,328.15 ✓	3,119.02
Travel & Entertainment		422.88 ✓	422.88
Exhibitions and Concerts	4,581.66	16,186.03 ✓	20,767.69
Insurance		1,429.37 ✓	1,429.37
Miscellaneous	705.04	251.27 ✓	956.31
Salaries	9,056.93	21,197.86 ✓	30,254.79
Social Security	362.24	847.91	1,210.15
Unemployment Tax	<u>135.84</u>	<u>317.96</u>	<u>453.80</u>
TOTAL EXPENSES	19,260.93	54,835.46	74,096.39
			19,584.00
			93,680.39
			80
			650.39
INCOME:			
Belle De Jour	1,550.00 ✓	30.00 X	1,580.00
Sale of Works of Art	20,000.00	40,000.00	60,000.00
Sales Desk Receipts	2,017.89	3,190.19	5,208.08
Admissions	1,185.50	3,136.50	4,322.00
Donations		6,202.48	6,202.48
Miscellaneous		<u>7.25</u>	<u>7.25</u>
TOTAL INCOME	24,753.39	52,566.42	77,319.81
EXCESS OF INCOME OVER EXPENSES			3,223.42

Sept

gross expenses

gross income

CORCORAN GRAPHICS WORKSHOP

1970 Budget

Receipts

Sales	\$30,000	
Commissions	28,000	
Miscellaneous	1,000	
Contributions	1,000	\$60,000
Corcoran Contribution		20,000
Total Receipts		<u>\$80,000</u>

Expenditures

Graphic Productions

Director's Salary	\$10,000	
2 apprentice-assistants	10,400	
Materials	6,000	
Commissions to artists.	7,000	\$33,400

Educational Program

3 apprentices-lecturers	\$15,000	
Materials	6,000	\$21,000

Overhead Expenses

Part-time wages	\$ 2,000	
Office and Miscellaneous supplies	2,600	
Miscellaneous expenses	1,000	
Contingency Fund--special materials or equipment	\$ 5,000	\$10,600
Building and utilities		15,000
		<u>\$80,000</u>

THE CORCORAN SCHOOL OF ART

STATEMENT OF RECEIPTS

September 1, 1969 thru December 31, 1969

INCOME:	DECEMBER 1969	DECEMBER 1968
Tuitions:		
Regular	137,845.64	195,732.10
Saturday	23,696.23	24,530.32
Summer (for summer 1969)	<u>153.60</u>	
	161,695.47	220,262.42
Donations	491.76	5,612.87
Locker Rentals	508.00	667.00
Commissions on Vending Machines	58.54	342.46
Commissions - Art School Store	2,376.64	1,787.73
Lab Fees Less Purchases	4,363.12	4,106.83
Miscellaneous	95.00	64.56
Student Activities	15.00	
Income from Investments	6,800.55	6,892.61
Columbia School	<u>6,594.68</u>	
TOTAL INCOME	182,998.76	239,736.48
BUDGET EXPENDED	<u>199,092.05</u>	<u>172,324.43</u>
EXCESS EXPENSES OVER INCOME	16,093.29	
EXCESS INCOME OVER EXPENSES		67,412.05

THE CORCORAN SCHOOL OF ART

OPERATION OF THE BUDGET

September 1, 1969 thru December 31, 1969

<u>OPERATING EXPENSES:</u>	<u>1969-70 BUDGET</u>	<u>TOTAL EXPENDED</u>	<u>% EXPENDED</u>	<u>DECEMBER 1968</u>
Equipment	17,000.00	1,901.67	11.18	8,531.37
Entertainment & Travel	2,500.00	828.57	33.14	110.00
Insurance - General	10,500.00	1,227.60	11.69	1,653.64
Insurance - Group	5,000.00	2,041.54	40.83	670.10
Professional Services	5,000.00	1,086.91	21.73	909.68
Postage and Telephone	7,000.00	1,776.47	25.37	2,262.95
Printing	8,000.00	1,694.73	21.18	1,787.36
Publicity and Library	6,500.00	1,808.14	27.81	834.86
Plant operation & Maintenance	65,000.00	37,012.67	56.94	11,062.80
Miscellaneous	7,000.00	298.61	4.26	818.04
Guest Lecturers, etc.	4,000.00	850.28	21.25	
Rent (included in plant operations for 69-70)				19,500.00
TOTAL OPERATING EXPENSES	137,500.00	50,527.19	36.74	48,140.80
<u>SALARIES, SOCIAL SECURITY, ETC.</u>				
Administrative & Staff	44,000.00	15,971.54	36.30	16,181.35
Art School Staff	85,000.00	26,949.83	31.70	83,470.52
Faculty - Regular	164,300.00	69,020.93	42.00	
Summer School & Saturday	24,000.00	4,886.00	20.36	
Workmen & Janitors	43,000.00	14,216.14	33.00	17,209.82
Additional Instructors, etc.	7,000.00	-0-	-0-	
Models	15,000.00	2,530.87	16.87	3,322.22
TOTAL SALARIES	382,300.00	133,575.31	34.93	120,183.91
Social Security	13,500.00	2,949.21	21.84	1,937.39
Unemployment Compensation	3,200.00	344.25	10.75	312.25
Pensions	6,120.00	2,040.06	33.30	1,750.08
TOTAL SALARIES, SOCIAL SECURITY ETC.	405,120.00	138,908.83	34.20	124,183.63
TOTAL BUDGET	542,620.00	189,436.02	34.90	172,324.43

1969

OPERATION OF THE BUDGET

Gallery
Clark
Art School
Columbia School
Dupont Center

THE CORCORAN GALLERY OF ART
COMBINED STATEMENT OF RECEIPTS

January 1, 1969 - December 31, 1969

	<u>TOTAL</u>	<u>GALLERY</u>	<u>CLARK</u>	<u>GALLERY 1968</u>
Income from Investments	141,751.15	108,424.77	33,326.38	116,656.99
OTHER INCOME:				
Admissions	23,530.30	23,530.30		13,206.50
Donations	100,264.38			
	<u>- 6,166.43</u>			
	94,097.95	75,897.95	18,200.00	16,866.86
Women's Committee Contribution				
	66,500.00			
	<u>-25,678.00</u>			
	40,822.00	40,822.00		18,500.00
Membership Contribution	92,168.97	92,168.97		71,839.24
Museum Shop - Sales	28,967.21	28,967.21		20,649.53
Commissions - Rental Gallery	16,270.66	16,270.66		17,324.18
Commissions - Sale of Works of Art	342.50	342.50		1,159.50
Sale for Rights and Royalties	1,648.34	1,648.34		2,374.10
Miscellaneous Income	3,789.32	3,789.32		2,396.74
Transfer from other Funds	<u>59,500.00</u>	<u>59,500.00</u>		<u>34,500.00</u>
	361,137.25	342,937.25		198,816.65
TOTAL INCOME	502,888.40	451,362.02	51,526.38	315,473.64
Total Budget Expended	<u>675,385.94</u>	<u>586,050.32</u>	<u>89,335.62</u>	<u>327,164.50</u>
Excess Budget Expenses over Income	172,497.54	134,688.30	37,809.24	11,690.86
Non Budget Expenses	<u>17,295.74</u>	<u>17,295.74</u>		
Excess Expenses over Income	189,793.28	151,984.04	37,809.24	

OPERATION OF THE BUDGET

COMBINED STATEMENT

January 1, 1969 - December 31, 1969

<u>OPERATING EXPENSES</u>	<u>BUDGETARY ALLOWANCE</u>	<u>TOTAL EXPENDED</u>	<u>% EXPENDED</u>	<u>GALLERY</u>	<u>CLARK</u>	<u>DECEMBER 1968</u>
Equipment	10,600.00	12,330.58	116.32	10,410.58	1,920.00	8,886.43
Exhibitions - Net	69,000.00	159,215.12	230.74	159,215.12		22,198.86
Entertainment & Travel	11,000.00	9,823.11	89.30	9,678.59	144.52	3,061.04
Education Department	4,500.00	2,983.19	66.29	2,983.19		
Insurance - General	9,000.00	6,000.10	66.66	3,479.49	2,520.61	2,865.45
Insurance - Group	5,000.00	5,435.63	108.71	4,866.97	568.66	3,261.55
Membership Activities	15,000.00	15,327.09	102.18	15,327.09		12,039.42
Operation of the Building	45,150.00	35,996.97	79.70	29,079.97	6,917.00	45,232.86
Professional Services	9,500.00	9,345.53	98.37	8,550.70	794.83	5,053.47
Postage & Telephone	10,000.00	14,933.72	149.34	13,924.21	1,009.51	7,201.48
Publicity	7,500.00	7,073.92	94.31	6,446.95	626.97	5,936.12
Purchase of Art - Director's Discretionary Fund	3,000.00	3,000.00	100.00	3,000.00		2,000.00
Purchases - Museum Shop	18,000.00	18,671.33	103.72	18,671.33		19,243.49
Printing	48,750.00	32,380.31	66.40	32,375.46	4.85	25,153.16
Restoration of Works of Art	2,600.00	2,208.49	84.94	2,207.04	1.45	483.18
Restoration of Frames	3,000.00	50.00	16.66	50.00		711.74
Miscellaneous Expense	4,500.00	7,107.77	157.95	7,020.27	87.50	1,667.69
Art Rental Gallery	<u>3,000.00</u>	<u>3,287.22</u>	<u>109.57</u>	<u>3,287.22</u>		<u>3,393.41</u>
TOTAL OPERATING BUDGET	279,100.00	345,170.08	123.67	330,574.18	14,595.90	168,389.35

SALARIES, SOCIAL SECURITY, ETC.

Administrative & Staff	212,350.00	212,466.91	100.06	176,766.85	35,700.06	125,027.29
Guards & Workmen	<u>105,100.00</u>	<u>101,406.17</u>	<u>96.48</u>	<u>65,664.36</u>	<u>35,741.81</u>	<u>73,554.85</u>
Total Salaries	317,450.00	313,873.08	98.80	242,431.21	71,441.87	198,582.14
Pensions	2,400.00	1,200.00	50.00	1,200.00		2,000.00
Social Security	10,000.00	13,803.96	138.04	10,918.81	2,885.15	9,035.37
Unemployment Compensation	<u>1,500.00</u>	<u>1,338.82</u>	<u>89.25</u>	<u>926.12</u>	<u>412.70</u>	<u>1,280.20</u>
TOTAL SALARIES, ETC.	331,350.00	330,215.86	^{99.60} <u>191.26</u>	255,476.14	74,739.72	210,897.71
TOTAL BUDGET	610,450.00	675,385.94	110.60	586,050.32	89,335.62	379,287.06

NON BUDGET

Sale of Works of Art	25,500.00					
Less Purchases	<u>-16,072.00</u>			(9,428.00)		
Repairs (Stairs, Booth & Flood)				9,500.50		
African Jazz Concerts				7,688.01		
Architects Fees				3,988.82		
Special Projects				<u>5,546.41</u>		
				17,295.74		

ART SCHOOL - COLUMBIA DIVISION

September 1, 1969 thru December 31, 1969

RECEIPTS:

Donations	25.00
Tuitions	<u>6,430.68</u>

TOTAL RECEIPTS	6,455.68
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DISBURSEMENTS:

Rent	930.00
Equipment	316.24
Postage	20.11
Telephone	207.55
Publicity	529.77
School Office Supplies	462.93
Travel	169.44
Entertainment	5.25
Insurance	7.00
Operation of Building	95.48
Professional Fees	50.00
Miscellaneous Expenses	86.31

2,880.08

SALARIES	6,636.95	<u>6,636.95</u>
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TOTAL DISBURSEMENTS	9,517.03
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EXPENSES OVER INCOME	3,061.35
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DUPONT CENTER

October 1, 1969 thru December 31, 1969

RECEIPTS:

Admissions	100.00
Museum Shop Sales	177.80
Miscellaneous Income	166.17

TOTAL RECEIPTS

443.97

DISBURSEMENTS:

Mortgage	2,200.00
Plant Operation	1,730.10
Purchases - Museum Shop	110.90
Insurance - General	100.00
Postage and Telephone	621.73
Exhibitions and Concerts	106.34

Salaries	769.20
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Social Security	262.00
Unemployment Compensation	55.54

TOTAL DISBURSEMENTS

5,955.81

EXPENSES OVER INCOME

5,511.84

THE CORCORAN GALLERY OF ART

1970 - BUDGET

	1969 BUDGET	1970 BUDGET	GALLERY	CLARK
<u>OPERATING EXPENSES:</u>				
Equipment	10,600	11,100	9,000	2,100
Exhibitions (87,000) 18,000 (net)	69,000	120,000 (gross)	120,000	
Entertainment and travel	11,000	11,000	10,000	1,000
Education Department	4,500	4,500	4,500	
Insurance - general	9,000	12,000	10,000	7,000
Insurance - group	5,000	6,000	5,000	1,000
Membership Activities	15,000	16,000	16,000	
Operation of the building	45,150	44,000	36,000	8,000
Professional services	9,500	14,300	13,300	1,000
Postage and telephone	10,000	14,000	13,000	1,000
Public information	7,500	7,500	6,500	1,000
Purchase of drawings	3,000	--		
Purchases - Museum Shop	18,000	25,000	25,000	
Printing	48,750	37,500	37,500	
Restoration of Works of Art	5,600	4,000	2,000	2,000
Special Projects (5,000)		5,000	5,000	
Art Rental	3,000	3,000	3,000	
Sundry	4,500	4,500	4,000	500
DUPONT CENTER		20,000	20,000	
Total	279,100	344,400	319,800	24,600

369,400 344,800

SALARIES, SOCIAL SECURITY ETC.

Administrative & Staff				
(Gross 1969 271,900)		10,000	10,000	
(Gross 1970 335,517)	212,450	295,517	271,517	24,000
Guards & Maintenance:				
(Gross 1969 125,100)				
(Gross 1970 151,500)	105,100	121,500	83,000	38,500
Pensions	2,400	1,200	1,200	
Social Security	10,000	15,000	13,500	1,500
D.U.C.B.	1,500	1,500	1,300	200
Total Salaries, etc.	331,500	494,717	380,517	64,200
TOTAL ESTIMATED BUDGET	610,450	814,117	725,317	88,800

799,417 690,317

SUPPORTING STATEMENT

OPERATION OF THE BUILDING:

	<u>1969</u>	<u>1970</u>	<u>GALLERY</u>	<u>CLARK</u>
Pest Control	500	500	300	200
Electricity	5,000	6,000	4,000	2,000
Fire Extinguisher Service	400	400	200	200
ADT & Elevator Service	550	600	300	300
Maintenance Supplies	4,500	4,500	3,000	1,500
Office Supplies	3,700	5,000	4,000	1,000
* Repairs	20,000	18,000	17,400	600
Uniforms	800	1,000	500	500
Steam	8,000	6,100	5,000	1,100
Trash Removal	300	500	400	100
Water	1,100	1,100	700	400
Other	<u>300</u>	<u>300</u>	<u>200</u>	<u>100</u>
Total	45,150	44,000	36,000	8,000

* REPAIRS:

Elevator	700	700	700	
Roof	1,500	1,500	1,300	200
Galleries	3,500			
Offices	2,300	3,200	3,200	
Atrium	2,000	-		
Basement	-	2,000	2,000	
Electrical	3,200	3,000	2,900	100
Water lines	3,000	2,000	1,700	100
Steam lines	3,000	4,000	3,800	200
Photo Lab	125	100	100	
Restorer's Lab.				
Locks	1,800	500	500	
Water Tank	900	900	900	
Other	1,000	100	100	
Total Repairs	20,625	18,000	17,400	600

INSURANCE:

Auto	25	250		
Fine Art	5,000	7,950		
Workmen's Compensation	1,300	1,500		
Art Rental	500	500		
Multi-peril	2,200	6,500		
Other	<u>0</u>	<u>300</u>		
	9,025	17,000		
Life & Health	5,000	6,000		

SUPPORTING STATEMENTS
1970 BUDGET

PUBLIC INFORMATION:

	1969	1970
Memberships	2,200	1,700
Concerts	250	300
Lectures	250	300
Books (library)	2,000	1,500
Subscriptions	500	1,000
Photographs	1,800	1,700
Other	<u>500</u>	<u>500</u>
Total	7,500	7,500

PRINTING:

Annual Reports	3,000	5,000
Calendar of Events	5,500	7,000
Concerts	1,000	1,000
Office forms and service	1,000	2,500
Mass Mailing	7,000	8,000
Bulletins	5,000	-
Membership Brochure	4,000	4,000
Collection of American Paintings Vol.II	13,500	7,000
Museum Shop Catalogue	2,000	2,000
Other	<u>1,350</u>	<u>1,000</u>
Total	48,750	37,500

PROFESSIONAL SERVICES:

Auditor	700	800
Architect	2,000	5,000
Planning & Development	6,000	3,500 (3,000 Capital)
Payroll - Computer	800	1,000
Membership "	-	1,500
Legal fees	<u>-</u>	<u>2,500</u>
	9,500	14,300

ART RENTAL:

Transportation	2,000	2,000
Installation	300	300
Travel	500	500
Preview	<u>200</u>	<u>200</u>
Total	3,000	3,000

MISCELLANEOUS EXPENSES:

Apartment and garage	2,500	2,500
Flowers	150	150
Express	250	250
First Aid	150	150
Volunteers	700	700
Crating	300	300
Reports	150	150
Other	<u>300</u>	<u>300</u>
Total	4,500	4,500

This page was intentionally removed due to a research restriction on all Corcoran
Gallery of Art Development and Membership records.

Please contact the Public Services and Instruction Librarian with any questions.

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BUDGET 1970

THE CORCORAN GALLERY OF ART
ESTIMATED INCOME
1970

	<u>1969</u>	<u>1970</u>
Net Income from investments	155,800	150,000
<u>OTHER INCOME:</u>		
Admissions	20,000	30,000
Donations	79,000	165,000
Exhibitions (does not include grants)	-	40,000
Membership contributions	85,000	100,000
Museum Shop (gross)	20,000	35,000
Commissions (Art Rental etc.)	17,000	21,000
Transfer from other funds	34,500	34,500
Flood damage recovery	-	17,000
Sundry	<u>4,000</u>	<u>4,000</u>
Total Other Income	259,500	446,500
 TOTAL INCOME	 415,300	 596,500
 ESTIMATED BUDGET	 <u>610,450</u>	 <u>814,117</u> <u>779,117</u>
 DEFICIT	 195,150	 <u>217,617</u> ~~182,617~~

THE CORCORAN GALLERY OF ART

WASHINGTON, D. C. 20006

METROPOLITAN 8-3211
AREA CODE 202

January 26, 1970

Trustees
The Corcoran Gallery of Art
Washington, D.C.

Gentlemen:

As Treasurer of The Corcoran Gallery of Art, I have filed a detailed report covering the financial transactions for the calendar year 1969. This report will be submitted to our auditor.

On December 31, 1969, the book value of the investments in the Consolidated Endowment Fund, including cash awaiting investment of \$59,225.21, aggregated \$3,468,088.04. Income from investment amounted to \$172,602.82 or a yield of 4.97%. (1968 yield 5.3%).

Since the last meeting, we purchased 18 shares of Standard Oil Co. of New Jersey and 205 shares of R. J. Reynolds Co., from the Gallery Fund donations, in the amount of \$10,333.08. We also transferred \$25,000.00 from the Endowment Fund to the Gallery Fund to meet current obligations.

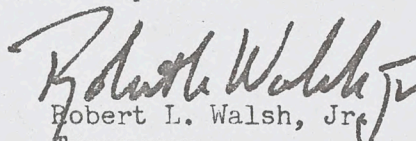
In the Gallery, which includes the Clark Wing, total expenses in 1969 exceeded the income by \$189,793.28. Budget expenses exceeded the income by \$172,497.54. The budget expenses of \$675,385.94 exceeded the budget of \$610,450 by \$64,935.91. (110.60%).

The Art School income exceeded the expenses by \$8,147.46. This covers the fiscal period September 1, 1969 through December 31, 1969.

Total cash, as of December 31, 1969, for operating expenses amounted to \$85,344.27. The Gallery Fund, cash in bank is as follows:

Gallery	\$-172,726.29
Clark Addn. Mtce.	- 49,162.25
Art School	<u>283,359.03</u>
Total Cash in Bank	\$ 61,470.39

As of the close of business December 31, 1969, The Corcoran Gallery of Art has no outstanding obligations other than current expenses.


Robert L. Walsh, Jr.
Treasurer

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Gallery of Art Development and Membership records.

Please contact the Public Services and Instruction Librarian with any questions.

THE CORCORAN GALLERY OF ART
ESTIMATED INCOME
1970

	<u>1969</u>	<u>1970</u>
Net Income from Investments	155,800	150,000
<u>OTHER INCOME:</u>		
Admissions	20,000	~~20,000~~
Donations	79,000	165,000
Exhibitions (does not include grants)	-	40,000
Membership contributions	85,000	100,000
Museum Shop (gross)	20,000	35,000
Commissions (Art Rental etc.)	17,000	21,000
Transfer from other funds	34,500	34,500
Sundry	<u>4,000</u>	<u>4,000</u>
Total Other Income	259,500	429,500
TOTAL INCOME	415,300	579,500
ESTIMATED BUDGET	<u>610,450</u>	<u>814,017</u>
DEFICIT	-195,150	234,550

Jan 6, 1970

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THE CORCORAN GALLERY OF ART
PRELIMINARY BUDGET
1970

	1969 BUDGET	1970 BUDGET	GALLERY	CLARK
<u>OPERATING EXPENSES:</u>				
Equipment	10,600	~~12,000~~ 11,100	~~10,000~~ 9,000	2,000
Exhibitions (87,000) (18,000)	69,000	125,000 ~~120,000~~ 120,000	125,000 ~~120,000~~ 120,000	
Entertainment and travel	11,000	~~12,000~~ 11,000	~~10,000~~ 10,000	1,000
Education Department	4,500	4,500 4,500	4,500	
Insurance - general	9,000	17,000 ~~17,000~~	10,000	7,000
Insurance - group	5,000	6,000 ~~6,000~~	5,000	1,000
Membership activities	15,000	~~18,000~~ 16,000	~~16,000~~ 16,000	
Operation of the building	45,150	~~45,000~~ 44,000	~~36,000~~ 36,000	8,000
Professional services	9,500	~~17,500~~ 14,300	~~13,300~~ 13,300	1,000
Postage and telephone	10,000	~~16,000~~ 14,000	~~13,000~~ 13,000	1,000
Publicity ~~information~~	7,500	7,500	6,500	1,000
~~Purchases of drawings~~	~~3,000~~	-		
Purchases - Museum Shop	18,000	25,000	25,000	
Printing	48,750	~~47,500~~ 37,500	~~37,500~~ 37,500	
Restoration of Works of Art	5,600	4,000	2,000	2,000
Special Projects	(5,000)	5,000	5,000	
Art Rental	3,000	3,000	3,000	
Sundry	4,500	4,500	4,000	500
Total Operating Budget	279,100	~~361,600~~ 344,400	~~337,100~~ 319,800	24,600
<u>SALARIES, Social Security etc.:</u>				
Administrative & Staff				
1969 (271,900)	212,450	~~309,250~~ 295,517	~~279,250~~ 271,517	24,000
1970 (338,250)				
Guards & Maintenance	105,100	121,500	83,000	38,500
1969 (125,100)				
1970 (151,500)				
Pensions	2,400	1,200	1,200	
Social Security	10,000	15,000	13,500	1,500
D.U.C.B.	1,500	1,500	1,300	200
Total Salaries etc.	331,500	~~442,450~~ 434,517	~~368,250~~ 370,517	64,200
TOTAL ESTIMATED BUDGET	610,450	~~804,050~~ 779,917	~~695,350~~ 690,317	88,800
Contingency		~~10,000~~ *	~~10,000~~	
		~~814,050~~	~~725,350~~	

Not Budget - Museum Shop -

25,000

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CONCORAN GALLERY OF ART

OPERATION OF THE BUILDING

	<u>1969</u>	<u>1970</u>	<u>GALLERY</u>	<u>CLARK</u>
Pest Control	500	500	300	200
Electricity	5,000	6,000	4,000	2,000
Fire Extinguisher Service	400	400	200	200
ADT Elevator Service	550	600	300	300
Maintenance Supplies	4,500	4,500	3,000	1,500
Office Supplies	3,700	5,000	4,000	1,000
* Repairs	20,000	18,000	17,400	600
Uniforms	300	1,000	500	500
Steam	3,000	6,100	5,000	1,100
Trash Removal	300	500	400	100
Water	1,100	1,100	700	400
Other	300	300	200	100
Total	45,150	47,000	36,000	8,000

* Repairs

Elevators	700	700	700	
Roof	1,500	1,500	1,300	200
Galleries	3,500			
Offices	2,300	3,200	3,200	
Atrium	2,000			
Electricity	3,200	3,000	2,900	100
Water Lines	3,000	2,000	1,900	100
Steam Lines	3,000	4,000	3,800	200
Photo Lab	125	100	100	
Restorer's Lab				
Locks	1,300	500	500	
Water Tank	900			
Other	1,000	1,000	1,000	

Total

Basement

20,625	16,000	15,400	600
	2,000	2,000	
	18,000	17,400	

INSURANCE

Auto	25	250		
Fine Arts	5,000	7,000		
Workmen's Compensation	1,300	1,500		
Art Rental	500	500		
Multi-peril	2,200	6,500		
Other	-	1,000		
	9025	17,000		

Life + Health

5000

6000

THE CORCORAN GALLERY OF ART
ESTIMATED INCOME
1970

	<u>1969</u>	<u>1970</u>
Net Income from Investments	155,800	150,000

OTHER INCOME:

Admissions	20,000	~~30,000~~
Donations	79,000	165,000
Exhibitions (does not include grants)	-	40,000
Membership contributions	85,000	100,000 ~~125,000~~
Museum Shop (gross)	20,000	35,000
Commissions (Art Rental etc.)	17,000	21,000
Transfer from other funds	34,500	34,500
Sundry	<u>4,000</u>	<u>4,000</u>
Total Other Income	259,500	~~429,500~~ ~~446,500~~ ~~596,500~~ ~~599,500~~ ~~4,000~~ <u>779,117</u> <u>811,050</u>
TOTAL INCOME	415,300	
<i>Flood Damage recovery</i>		
ESTIMATED BUDGET	<u>610,450</u>	
DEFICIT	-195,150	~~234,550~~ <u>182,617</u>

Approved -

Flood - 3800

Finance 17,000

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THE CORCORAN GALLERY OF ART

1970 - BUDGET

	1969 BUDGET	1970 BUDGET	GALLERY	CLARK
OPERATING EXPENSES:				
Equipment	10,600	11,100	9,000	2,100
Exhibitions (87,000) (net)	69,000	120,000 (gross)	120,000	
Entertainment and travel	11,000	11,000	10,000	1,000
Education Department	4,500	4,500	4,500	
Insurance - general	9,000	22,000	15,000	7,000
Insurance - group	5,000	6,000	5,000	1,000
Membership Activities	15,000	16,000	16,000	
Operation of the building	45,150	44,000	36,000	8,000
Professional services	9,500	14,300	13,300	1,000
Postage and telephone	10,000	14,000	13,000	1,000
Public information	7,500	7,500	6,500	1,000
Purchase of drawings	3,000	--		
Purchases - Museum Shop	18,000	25,000	25,000	
Printing	48,750	37,500	37,500	
Restoration of Works of Art	5,600	4,000	2,000	2,000
Special Projects (5,000)		5,000	5,000	
Art Rental	3,000	3,000	3,000	
Sundry	4,500	4,500	4,000	500
Total	279,100	348,400	324,800	24,600
DIPLOMA CENTER				
SALARIES, SOCIAL SECURITY ETC.				
Administrative & Staff				
(Gross 1969 271,900)		10,000	10,000	
(Gross 1970 335,517)	212,450	295,517	271,517	24,000
Guards & Maintenance:				
(Gross 1969 125,100)				
(Gross 1970 151,500)	105,100	121,500	83,000	38,500
Pensions	2,400	1,200	1,200	
Social Security	10,000	15,000	13,500	1,500
D.U.C.B.	1,500	1,500	1,300	200
Total Salaries, etc.	331,500	444,717	380,517	64,200
TOTAL ESTIMATED BUDGET	610,450	814,117	725,317	88,800

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SUPPORTING STATEMENT

OPERATION OF THE BUILDING:

	<u>1969</u>	<u>1970</u>	<u>GALLERY</u>	<u>CLARK</u>
Pest Control	500	500	300	200
Electricity	5,000	6,000	4,000	2,000
Fire Extinguisher Service	400	400	200	200
ADT & Elevator Service	550	600	300	300
Maintenance Supplies	4,500	4,500	3,000	1,500
Office Supplies	3,700	5,000	4,000	1,000
* Repairs	20,000	18,000	17,400	600
Uniforms -	800	1,000	500	500
Steam	8,000	6,100	5,000	1,100
Trash Removal	300	500	400	100
Water	1,100	1,100	700	400
Other	<u>300</u>	<u>300</u>	<u>200</u>	<u>100</u>
Total	45,150	44,000	36,000	8,000

* REPAIRS:

Elevator	700	700	700	
Roof	1,500	1,500	1,300	200
Galleries	3,500			
Offices	2,300	3,200	3,200	
Atrium	2,000	-		
Basement	-	2,000	2,000	
Electrical	3,200	3,000	2,900	100
Water lines	3,000	2,000	1,900	100
Steam lines	3,000	4,000	3,800	200
Photo Lab	125	100	100	
Restorer's Lab.				
Locks	1,800	500	500	
Water Tank	900	900	900	
Other	<u>1,000</u>	<u>100</u>	<u>100</u>	
Total Repairs	20,625	18,000	17,400	600

INSURANCE:

Auto	25	250		
Fine Art	5,000	7,950		
Workmen's Compensation	1,300	1,500		
Art Rental	500	500		
Multi-peril	2,200	6,500		
Other	<u>0</u>	<u>300</u>		
	9,025	17,000		
Life & Health	5,000	6,000		

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THE CORCORAN GALLERY OF ART
ESTIMATED INCOME
1970

	<u>1969</u>	<u>1970</u>
Net Income from investments	155,800	150,000
<u>OTHER INCOME:</u>		
Admissions	20,000	30,000
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Transfer from other funds	34,500	34,500
Flood damage recovery	-	17,000
Sundry	<u>4,000</u>	<u>4,000</u>
Total Other Income	259,500	446,500
TOTAL INCOME	415,300	596,500
ESTIMATED BUDGET	<u>610,450</u>	~~814,117~~
DEFICIT	195,150	~~217,617~~ 102,617

Approved with revisions
per meeting
1/26/70
Hanschi

13

file 4

MEMORANDUM TO: Special Projects Committee
Board of Governors
Corcoran Gallery of Art

FROM: Robert H. Elliott, Jr.

DATE: January 13, 1970

PROPOSAL

FOR

CORCORAN GRAPHIC ARTS WORKSHOP

The Corcoran-DuPont Center (the old WGMA building) is currently being used almost exclusively by Luther M. Stovall for a graphics workshop. This memorandum presents a proposal for the continuation of this workshop for the year 1970.

Overall Goals

1. Production--Production under the Corcoran name of quality, silk screen graphics--as a service to artists and as a source of original graphic art works.

2. Apprentices--An apprentice program including several full-time, paid apprentices who will be producing work and learning the craft at the same time. In addition, a limited number of volunteer apprentices on a full or part-time basis will be admitted to the program. Area artists will be permitted to use the facilities of the silk screen workshop at cost.

3. Public Education--Free instruction to D. C. area school children will be offered in cooperation with the school system. The building will be open to the public from noon to 5 P.M., Wednesday through Sunday to see the work in progress.

4. Fabrications Workshop--A fabrications workshop is planned, using the wood and metal working facilities

now in the building. The goal is to do experimental development of furniture, playground equipment, etc. out of wood, metal, and plexiglass.

Lou Stovall

The Director, Luther M. Stovall, is recognized as a superb craftsman in silk screen graphics. He has for the past 1 1/2 years been running his own business here in Washington and producing silk screen work of exceptionally high quality.

Organization and Financing

Lou Stovall has transferred his entire operation to the DuPont Center building. The bulk of the funds necessary for the operation will continue to come from sales of posters and silk screen art work, and from fees charged by the workshop for design and silk screen work to artists and others. Walter Hopps has budgeted \$20,000 as the Corcoran's contribution to this project, including the mortgage payments.

Lou will not for the present be an employee of the Corcoran. Rather, the workshop will operate on a separate budget and Lou will meet all the expenses. At the end of 1970 we will consider making the graphics workshop a permanent part of the Corcoran's operation.

Corcoran Graphics Production

The primary goal will be quality, silk screen graphics production. Lou hopes to develop--using the Corcoran name--a reputation for offering the finest possible silk screen production to artists. In addition, there will be continual experimentation in new silk screen techniques by Lou and his apprentices.

The production of the workshop will be offered for sale at the DuPont Center, at the art rental gallery of the Corcoran and at a limited number of art dealers.

Apprentice and Educational Program

There are already five talented young people working as apprentices. They assist Lou Stovall in production and produce their own work. The Watts Workshop in Los Angeles is considering sending a student-trainee to Washington to work at the workshop.

The building will be open from 12 noon to 5:00 P.M. Wednesday through Sunday for members of the public to see the work in progress and the finished work. The building will be closed to the general public at other times.

4

CORCORAN GRAPHICS WORKSHOP

1970 Budget

Receipts

Sales	\$30,000	
Commissions	28,000	
Miscellaneous	1,000	
Contributions	1,000	\$60,000
Corcoran Contribution		20,000
Total Receipts		<u>\$80,000</u>

Expenditures

Graphic Productions

Director's Salary	\$10,000	
2 apprentice-assistants	10,400	
Materials	6,000	
Commissions to artists	7,000	\$33,400

Educational Program

3 apprentices-lecturers	\$15,000	
Materials	6,000	\$21,000

Overhead Expenses

Part-time wages	\$ 2,000	
Office and Miscellaneous supplies	2,600	
Miscellaneous expenses	1,000	
Contingency Fund--special materials or equipment	\$ 5,000	\$10,600
Building and utilities		15,000
		<u>\$80,000</u>

Pusher for community
groups

Brochures & Posters
community groups
keep up on getting
them done

RAP

Friendship House

Emergency

Fairfax Neighborhood House

YMCA & YW

Marbessari Day Care

Planned Parenthood

10 \$200 jobs

Marcia Sa Idland

Scholarships - Art
School

The President and the Trustees of The Corcoran Gallery of Art request
the honor of your presence at the preview of the exhibition

THE LANGUAGE OF THE PRINT: COLLECTION OF DONALD KARSHAN

on Friday, January fifteenth

from nine to eleven o'clock

Please present this invitation at the entrance

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MEMBERSHIP REPORT

Quarterly Report

October 1, 1969

to

December 31, 1969

Respectfully submitted,

Barbara Bell
Barbara Bell

MEMBERSHIP REPORT

Membership proceeds - 10/1/69 - 12/31/69

\$53,021.00
(above figure includes
\$4,845.00 from Russian tour)

October	\$ 7,275.00
November	16,527.00
December	24,374.00

Membership proceeds - 10/1/68 - 12/31/68

\$38,912.97

October	\$ 4,250.00
November	20,515.00
December	14,147.00

Increase

\$14,108.08*

BREAKDOWN OF MEMBERSHIPS BY CATEGORY

		<u>1968</u>	<u>1969</u>
A	Single memberships	1,111	1,906
B	Double memberships	1,655	2,161
C	Associate memberships	83	119
D	Sustaining memberships	162	153
H	Honorary memberships	85	160
E	\$250 and up - Sponsors		55
S.	Students	49	10
	Other categories	221	214
		<u>3,366</u>	<u>4,778</u>

Increase

1,442

TOTAL MEMBERSHIP INCOME

Membership Income - 1968

\$71,839.24

Membership Income - 1969

\$92,168.08*

Increase

\$20,329.73*

*Includes Russian Tour \$4,845.00

MEMBERS' ACTIVITIES

Exhibition Previews:

Gilliam, Krebs and McGowin George Lee: Color Photography	October 3	Attendance - 1,017
David Smith	October 17	Attendance - 2,668
Robert Morris	November 24	Attendance - 710
Joseph Shannon	November 21	Attendance - 673
From the collection of H. Marc Moyens	December 12	Attendance - 889
Kenneth Patchen	December 12	" "

Concerts :

Gottschalk Centenary Concert	October 23	Attendance - 106
Viva Vivaldi	December 19	Attendance - 589

Lectures:

Walter Hopps - Contemporary Art in Washington	October 9	Attendance - 208
Brian O'Doherty - "David Smith and the Idea of Language"	November 13	Attendance - 96
Marcia Tucker - Lecture on the work of Robert Morris	December 4	Attendance - 60

Films:

The Blue Angel	October 16	Attendance - 190
The Eternal Mask	November 20	Attendance - 88
My Uncle	December 11	Attendance - 94

Additional Lectures:

Women's Morning Lecture Series	October 8	
	October 22	
	November 5	
	November 19	
	December 3	

Andrew Hudson Seminars

file

QUARTERLY REPORT
OCTOBER - DECEMBER 1969
DEVELOPMENT OFFICE

January 11, 1970

During this quarter, a major preoccupation of the Development Office was trying to secure funds to underwrite the Paolo Soleri exhibition and two proposed catalogs. The Corcoran has so far received promise of a grant of \$22,000 from the Prudential Insurance Company of America to underwrite the exhibition itself and a grant of \$10,000 from the Department of Housing and Urban Development to underwrite the boxed catalog. It should be noted that fulfilling the procedural and public relations requests for these two grants has been and continues to be extremely time consuming. The Development Office is still endeavoring to obtain underwriting for catalog number #2 in connection with this exhibition.

During this quarter, the Development Office prepared a request to the D. C. Commission on Fine Arts for \$100,000 a year to support the Gallery's operation. We have no indication as to how this request will fare in 1970 but the Corcoran must in the future look to the city for budget support, just as the museums in Boston, New York, Philadelphia, Baltimore and other cities now do.

A request was also prepared for \$7,500 to the Junior League of Washington for a two year pilot project involving workshops for Spanish speaking children in the Greater Metropolitan area. The League has expressed interest in this project but will not take final action on the application until May.

The Corcoran Gallery received a grant of \$500 from the Queene Ferry Coonley Foundation for integrated mixed-media workshops for D. C. school children.

The Development Office during this quarter has also been deeply involved in sorting out the mechanics of billing our membership and asking them for annual gifts, exploring the feasibility of launching a capital campaign sometime in the future and preparing a timetable for this, and preparing a floor plan/membership brochure for distribution to all Gallery visitors.

Continued

The total donations for the calendar year 1969 were \$166,000 as opposed to \$37,896 in 1968.

The report of the Membership Secretary is appended.

Sullivan *Pole*

Sept 1969

NOTES ON JOINT EXECUTIVE COMMITTEE MEETING

A General Statement

The Trustees wish to delegate to the Board of Governors and the Joint Executive Committee such authority over the administration of the Gallery as it may legally do under the terms of the Deed of Gift and Special Act of Congress under which it is incorporated. It was felt that the exercise of this authority should be vested in the six joint committees reporting through the Governors to a newly created Joint Executive Committee of the Trustees and Governors. It was felt that each of the six joint committees would work out with the Joint Executive Committee guidelines as to their authority and modus operandi. Actions of the Joint Executive Committee would be subject to ratification by the Trustees.

B Changes in By-Laws and/or procedures which might be contemplated:

1. Establishment of a Joint Executive Committee, to consist of the Executive Committees of the Board of Trustees and the Board of Governors.
2. Governors to meet as a full body on the Monday one week prior to the meeting of the Trustees, the penultimate Monday of the month.
3. The Joint Executive Committee to meet on the Thursday subsequent to the meeting of the Governors and immediately prior to the Trustees meeting, and at such other times as the Chairmen of the two Executive Committees shall jointly establish.
4. The President of the Trustees shall serve as Chairman of

Committee of the Governors shall be Vice-Chairman.

5. The Development Committee and the Committee on Special Projects (for educational activities and programs outside the building) shall be instituted as standing committees of the Trustees within the guidelines established for the committees which currently exist. Other committees are Works of Art, Art School, Finance, Buildings and Grounds. The coordination of operations and Long Range Policy and Planning would be the responsibility of the Joint Executive Committee.

6. Committee Chairmen and/or Vice-Chairmen who are not by election members of the Joint Executive Committee would be invited to attend meetings of the Joint Executive Committee when matters concerning their committees are under consideration.

7. All members of the Joint Executive Committee shall have an equal vote in forwarding their recommendations to the Trustees.

8. The Director of the Gallery and the Dean of the Art School may be invited to attend all meetings of the Joint Executive Committee as well as the meetings of the Trustees and Governors, except at or during Executive Sessions thereof.

9. The Board of Governors will have access to all reports. The Governors will comment and make recommendations on these reports before forwarding them to the Trustees through the Joint Executive Committee. A further purpose of the meetings of the Board of Governors will be for the exchange of information between the various

committees so that balanced recommendations can be forwarded to the Joint Executive Committee.

10. The Chairman or the appointed representative of such auxiliary groups as the Women's Committee, the Friends and the National Committee may be invited to attend meetings of the Board of Governors as appropriate.

8 11. The Joint Executive Committee will be empowered to take interim action within the limits of their authority, reporting such action at the subsequent meetings of their boards.

12. The Board of Trustees will consult with the Joint Executive Committee prior to a final action which might disapprove a recommendation of the Joint Executive Committee.

13. A quorum for all meetings of the Board of Governors shall consist of 1/3 of the voting members.